

**PUBLIC WORKS & FACILITIES COMMISSION
REGULAR MEETING
WEDNESDAY SEPTEMBER 10, 2014
TIME: 7:00 P.M.
MUNICIPAL BUILDING
ROOM 208
MIDDLETOWN CONNECTICUT**

Members Present: Chair Carl R. Chisem
Councilman David Bauer
Councilman James B. Streeto
Councilman Thomas Serra
Councilwoman Sandra Russo-Driska

Staff Present: William J. Russo, Public Works Director

Chair Chisem opened the Public Works and Facilities Commission Meeting at 7:00 p.m. He requested a motion to approve the minutes dated August 21, 2014. Minutes were seconded and approved unanimously.

PUBLIC COMMENT

One of the commissioners spoke on behalf of last month's public comment from Phil Cacciola. He stated that he spoke with Frank Marchese in regards to youth soccer at Mercy High. Director Russo stated that he contacted Frank Marchese and Steve Crouch to gain their perspective on Mercy High School's proposal. Economic Development will hear further information regarding this matter at their meeting.

It was suggested that someone from Middletown Youth Soccer as well as someone from Mercy High School to come and speak with the commission in regards to the proposal. Director Russo stated that he will reach out to them to see if they can show up on the same night for a meeting to discuss future goals.

CORRESPONDENCE

Director Russo stated that he received a petition regarding the concern of the roadway on High Street, between William Street and Warwick Street. He stated that the cuts mentioned in the petition letter were purposefully put into the street as a means of traffic calming. Director Russo stated that he would prefer to be contacted via telephone for matters such as this one, and that he will drive out there to take a look. He believes there is some patch work that was done when the curbing was brought in to match the road.

One of the commissioners mentioned that they would like a copy of the petition. Director Russo stated that he can scan it and send it to the commission. 8.54

NEW BUSINESS

- a. Building Permit Refunds:
 - 1. Peterson Oil Company - 80 Miner Brook Drive, \$115.08 – approved.
 - 2. Thomas & Katherine Domkowski - 585 Miner Street, \$286.20 – approved.

Motion was made to move approval for both permit refunds. Motion was seconded and approved unanimously.

OLD BUSINESS

- b. Street Naming Ordinance – Chair Chisem stated that he believes the commission should move forward and send it on as previously discussed prior to the meeting with Councilman Bauer. He believes what has been done is innovative. Essentially what will happen when someone picks a street name off the approved list, it will automatically be approved. Otherwise, they go through the commission and the council for the approval process. The advantage to the ordinance is having a compromise with members of the commission that wanted to put pressure on the developers to pick from the approved list as well as those whom felt that they did not want to put pressure on the developers. It streamlines the process for anyone that wants to take a preferred route. The main purpose of the ordinance is to provide a consistent system that also preserves the history and heritage of the City of Middletown.

One of the commissioners suggested that “public safety” should be lower case throughout the ordinance to eliminate the prospect of confusion with the Public Safety Commission and regular public safety concerns and considerations.

The commission members discussed the overall process of approving a street name. The commission has to approve of the street name first, followed by approval from the council per recommendation of Director Russo. It was suggested that the list can be approved annually by the Public Works & Facilities Commission and the Council. This would allow for the selection of a pre-approved street name.

A motion was made to move approval to the street naming ordinance. Motion was seconded and approved with the understanding that the words “public safety” written in the ordinance be reduced to small letters.

- c. Final CNR – Director Russo stated that as discussed in the Finance and Government Commission meeting, the vehicle that was listed on the previous CNR list should not have been on there. CNR lists consist of a 10 year payback and Finance doesn’t want to have a 10 year loan for a car. A letter of intent was suggested among the commissioners. Director Russo stated that he doesn’t think that is possible because two public hearings would be needed. The council has to hear CNR information twice due to the bond ordinance.

Under section C of the ordinance, it states that the Public Works Director shall maintain a list of Approved Street Names that the Public Works and Facilities Commission shall authorize annually. It was agreed amongst the commission that the Public Works Director *or designee*, shall maintain the list, as a precaution should the Director be unavailable at the time of approval.

A motion was made to approve the final CNR. Motion was seconded and approved with the understanding that the vehicle that was previously listed has been removed, as well as the Director having a designee to maintain the list of approved street names in his absence.

- d. August 2014 Overtime Report – Director Russo stated that most of the over time has to do with paving. There have been tons of compliments on Butternut Pond.

Commissioner Russo-Driska asked if there are going to be pink lights surrounding the pond for October. Director Russo verified that there will be pink lights to support breast cancer awareness.

He stated that the goal is to look at 4 different ponds. Butternut Pond being the first, the Wadsworth Street pond will have an aerator installed, the trees of honor may potentially grow algae if it's stagnant and the Crystal Lake treatment will begin in the spring. Preventative treatment is much cheaper than trying to treat algae that is existing.

Director Russo stated that the parks consultant took all of the mappings and wetlands from all of the parks and that he will come up with a date in which he is going to come and speak to the commission. He wants to get the agencies together, including little league and soccer. Concerns will be stated and then he will take all information back to his firm. Fee structures will be discussed over the winter, but next month the meeting should be dedicated to the parks improvements.

- e. August 2014 Building Permits – The Commission reviewed their August 2014 Building Permits.

OTHER

- a. August 2014 Monthly Report – Highway Division – The Commission reviewed their August 2014 Monthly Reports. Chair Chisem made a motion was made to accept the monthly reports. Motion was seconded by Commissioner Russo-Driska and approved unanimously.
- b. August 2014 Weekly Reports – Parks Division – The Commission reviewed their August 2014 Weekly Reports.

Director Russo stated that Councilman Bauer sent an email prior to the meeting asking to discuss grass cutting. Councilman Bauer stated that in general, there is a lot of money spent and winter is coming around the corner. He believes that snow removal should be shared between other departments, rather than just the Public Works Department. Planning for snow is not possible, but an interim step would be purchasing the correct size mower that would make full grounds for all of the large areas. Each department should be responsible for trimming around hard-to-reach areas including B.O.E. and Water & Sewer Department. An agreement should be made between all departments as a money saving alternative.

The commissioners discussed possible issues with grass cutting by separate departments. It was determined that it would cause issues with the union.

As there was no further discussion, the Public Works & Facilities commission meeting was adjourned at 7:48 P.M.